



APPLEGROVE COMMUNITY COMPLEX

60 Woodfield Road, Toronto, Ontario M4L 2W6

Tel: 416-461-8143 Fax: 416-461-5513

www.ApplegroveCC.ca

“TOGETHER, BUILDING OUR COMMUNITY”

AGENDA for Special Board of Directors Meeting

Monday, February 1, 2010

Location: 46 Glenside Avenue

If you cannot attend, please call the office with your regrets

A neighbourhood partnership fostering community
through social and informative programs for individuals and families.

This is a special short Board meeting, immediately followed by the Fundraising Committee

7:30

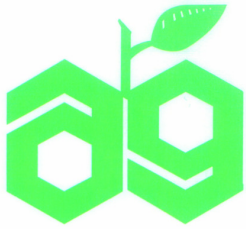
1. Call to Order/Adoption of Agenda
2. Declaration of Conflicts of Interest
3. Minutes of the January Board of Directors Meeting (*white*)
4. Endorse Applicable Grant (*to be distributed at the meeting*)
On behalf of, and with the authority of the organization named above, we hereby declare that the organization has adopted and upholds equal opportunity and non-discrimination policies by which discrimination on the grounds of race, creed, colour, national origin, political or religious affiliation, sex, sexual orientation, age, marital status, family relationship and disability is prohibited by and within the organization.

We certify that, to the best of our knowledge, the information provided herein is accurate and complete and that if funds are awarded, we accept responsibility for the use of the funds in accordance with the Terms and Conditions as set out in the Community Festivals and Special Events Investment Program. We also acknowledge our responsibility to inform the City of Toronto in writing if there are any changes to the project and its finances.

5. Raffle at AGM

7:45

6. Adjournment and start of Fundraising meeting



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Minutes of the Board of Directors Meeting Wednesday, January 20, 2010

A neighbourhood partnership fostering community
through social and informative programs for individuals and families.

Present: Diane Ing, Claudia Filici-McMullan, Elena Nielsen, Tricia Reid, Pierre Trudel (Chair),
Lynn Wyminga.
Regrets: Sandra Bussin, Estelle Halbach, Alana Honsch.
Staff: Susan Fletcher, May Seto (Recorder), Barbara Woodhouse

Date of Next Meeting

Monday, February 1 – Special Board Meeting
Monday, February 1 – Fundraising Meeting
Saturday, February 6 - YogaThon
Wednesday, February 17 – Board Meeting

1. Call to Order/Adoption of Agenda/Introductions

At 6:45, Pierre called the meeting to order. Quorum of 5 Directors was achieved. The agenda was accepted as circulated with the addition of a fundraising agenda item.

2. Declaration of Conflicts of Interest

Claudia declared a conflict of interest as she had applied for a position with the agency. She will leave the room for any discussions involving personnel issues.

3. Volunteer Hours

Members provided their volunteer hours.

4. Donation Envelope

The donation envelope circulated.

5. Minutes of the December 9 Board of Directors Meeting

MOTION (Wyminga/Ing)

To accept the minutes of the December 9 Board of Directors Meeting.

Carried.

6. Program Issues: Edgewood and HAIG

Susan provided an update regarding Edgewood. May arranged a visit with TCHC site at 59 Edgewood. Although the space was just recently renovated, the space was small and there was no storage available. Mario Clementi, the Health Promotion Officer is arranging for us to see another TCHC property, 520 Kingston Road in the near future. Susan has sent out letters to the schools that were recommended by Anne and will follow up with site visits. Susan also met with the Edgewood Advisory Committee and provided information of the lease expiring. Once the sale of the building is final, the Catholic School Board will provide the contact information of Developer, so we can explore the option of an extension of our lease.

Susan provided a financial report on HAIG showing that there are sufficient funds to continue programming until June 2010. Barbara Woodhouse, staff at the HAIG, was available at the meeting to answer questions the Board had. The Board looked at many different options and recommended informing the HAIG Advisory Committee on February 5th, followed by a visit with the School Council, and then engaging parents in the community with a meeting in the first week of March.

7. Finance and Fundraising

7.1. Preliminary Year End Financial Report

Susan distributed the preliminary year end financial reports. The Board reviewed and Susan answered questions.

MOTION (Reid/Nielsen)

That the Edgewood deficit be covered from Nevada and fundraising revenues

Carried.

7.2. Operating Budget Update

Susan updated the Board on discussions with the City Manager and budget staff.

7.3. Toronto Challenge

The Board agreed to participate in the Toronto Challenge for seniors programming.

7.4. Endorse Recreation Grant

MOTION (Reid/Felici-McMullan)

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We certify that, to the best of our knowledge, the information provided herein is accurate and complete and that if funds are awarded, we accept responsibility for the use of the funds in accordance with the Terms and Conditions as set out in the Recreation Partnership and Investment Program. We also acknowledge our responsibility to inform the City of Toronto in writing if there are any changes to the programs and its finances.

Carried.

7.5. Endorse Applicable Grant

Deferred to Special Board Meeting

7.6. Community Services Grant

Applegrove did not put in application.

7.7. Pasta Fest

The event will be held at the Baron Byng on November 27.

Board of Directors Minutes

January 20, 2010

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7.8. YogaThon

Elena provided an update. The event will need a microphone and an amplifier.

7.9. SPA Alternative

Estelle has made contact with Marca College and will provide a report at the Fundraising meeting.

7.10. Theatre Fundraising

Claudia reported that a community member will do a theatre performance as a fundraiser for Applegrove. The performance will be on April 8 and is geared for children 4 years and up. Ticket prices can be determined at the fundraising meeting.

8. Annual Meeting

The Board decided to include only the nomination form on the web for new Board members and provide a Board Orientation package at a later date.

Susan presented staff recommendations for awards.

MOTION (Reid/Felici-McMullan)

To change the day of the Board meeting to Mondays.

Carried.

9. Follow up on Risk Management

Deferred to next Board Meeting.

10. Easter Parade

Deferred to next Board Meeting.

11. Directors' Concerns

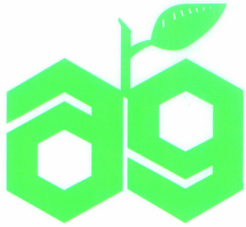
None declared.

12. Adjournment

The meeting was adjourned on a motion by Lynn Wyminga, seconded by Tricia Reid.

Chair

Secretary



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“SPA Alternative” Planning Committee (Fundraising Committee)

Notes – January 11, 2011

Meeting at Lynn Wyminga’s Home

Present: Elena Nielsen, Estelle Halbach, Diane Ing, Tricia Reid, Pierre Trudel, Lynn Wyminga, Susan Fletcher (recorder)

Regrets: Claudia Filici-McMullan.

1. Next Meeting Date

Mon Feb 1 at 7:30, location to be announced

2. FundScrip

- results of first time and learnings
 - \$165 for Applegrove
 - problem with courier delivery has probably been resolved. Planning the notification for the Monday evening allows for courier delays.
- dates:
 - proposed deadlines of last Wednesday every other month
 - FundScrip will process on the Tuesday instead of Easter Monday.

Deadline	Thursday Data Entry	Monday Notification	Advertised Pick-up
Jan 27	Jan 28	Feb. 8	Feb. 10
Mar 31	April 1	April 12	April 14
May 26	May 27	June 7	June 9

- Lynn will do data entry and notifications for Jan/Feb order.

3. YogaThon

- ★ the Board’s Oct. 09 fundraising priorities set the following goals:
 - ★ Increase Funds raised/Staff Ratio to \$40
 - ★ Increase sponsorships and number of participants
- update on location: finally confirmed Jan 11 (late afternoon)
- to welcome and encourage beginners, we will suggest that the first instructor do a more detailed introduction
- changes to poster and pledge form
 - take off practitioners’ websites; (put links on our website).
 - change wording
 - Susan will add child care to poster @ \$5 per child
- should graphic of sun salutation be on pledge sheet or on website?
 - Elena will try to find better graphic
 - maybe have link to how-to video on website.
- there is a mailing to members about January 14; it will include the poster with pledge form on the back

Charitable Number: 10671 8943 RR0001

- community calendar and media releases: Susan will do ASAP
- postering: Dianne, Estelle, Tricia will get posters and confirm locations at the Jan. 20 Board meeting
- Susan will send the pledge form to last year's participants
- Lynn will do facebook event and set up on-line donations
- prizes
 - can include AG water bottles, cards, applegrove recipe books
 - for teachers: IntoHealth backpacks, travel cups
 - Elena will check if Jacob can donate CD's too
- Elena will check if instructors want pledge sheets, etc and will give to them (will also get them to Estelle for Jen)
- Elena will follow up with Chang'e studio
- need volunteers for child care
- refreshments
 - Oranges: Estelle
 - Susan will check for granola / energy bars at Weston and May at Peak Freen
 - discussed offering complimentary bottles water and agreed not to
 - pre-fill AG water bottles @ \$3

4. SPA Alternative

- no news

5. Theatre Night

- Susan circulated Claudia's e-mail with ideas.
- PC participant / actor will put on a one-man show for free.
- best night would be on a Thurs
 - will need 1 hr for setup & arrival, 1 hour for show, 1 hour for clean-up\
 - members suggested that the show be at 6 if it is for children 5-8 years or at 7 for 8-11
- preferred dates are the first or second Thursday in March or April 8 or 15
- we could sell snacks, popcorn (can probably borrow the principal's popcorn machine
- will be able to print tickets and posters in office
- Claudia would be planner/convenor

6. Children's Art Cards

- From Claudia 's e-mail
- Can do for valentines, Easter, etc.
- How to personalize for own child (would have to be pre-paid)

7. Next Meeting Date

Mon Feb 1 at 7:30, location tba

Members enjoyed Lynn's delicious "Feta Pâté"

Mix ½ c Feta cheese, ½ c. cream cheese, 1 big clove crushed garlic, ¼ fresh lemon squeezed, and Tabasco to taste. All measurements are approximate!